

MINUTES

Strategic Planning Committee

Meeting: Monday, September 23, 2019, 4:00 PM

Location: Small Meeting Room

Present: Arthur Autorino; Joanna Buffington; Mary Shaw; Karen Strauss; Brian Ridgeway; Scott Kerry (arrived at 4:05 PM)

Not Present: Martin McDonald; Benten Niggel; Paul Lagg; Jacqui Beebe, Town Administrator

Arthur Autorino, Vice Chair, called the meeting to order at 4:00 PM

Review and Approve Minutes

September 4, 2019

Brian Ridgeway made a motion to approve the minutes of September 4, 2019 with an edit

Joanne Buffington seconded the motion

VOTE: Yes 5, No 0

Review and Discuss Revised Final Draft of the Strategic Plan

The Committee reviewed the final draft and noted

- Strategy 2:
 - Responsible entity – remove Conservation Commission from steps 1 and 3
 - Supporting entity – add Natural Resources to steps 1, 2, 3 and 4
 - Supporting entity – add Open Space to step 4
- Strategy 2a:
 - Remove 2 paragraphs and replace with:
 - The Eastham Affordable Housing Trust, working with other town boards and committees will identify properties for the development of affordable housing.
- Strategy 4b:
 - Add Chamber of Commerce and the Finance Committee as a Supporting Entity in Action Step 1

The Committee discussed the size and how to get it to the public. It was determined that there should be 3 documents as follows:

1. A 2 page Executive Summary that can be handed out to residents and department heads with a reference to go to the website for additional information
2. The 20+ page Executive Action Plan, currently called the Executive Document that can be put on the website for anyone to access
3. The full 100+ page Strategic Plan

Once approved by the Select Board, the Town Administrator will then work with the various departments to begin to implement the plan.

The Committee would like to share information about the plan at the Town Meeting. The Executive Summary with a link to the website would be good.

The Committee discussed the Appendices and the difficulty to follow it. Is it needed? The Committee agreed that it is not needed so remove it.

Metrics will be reviewed in a future meeting.

Adjournment

Brian Ridgeway made a motion to adjourn at 4:50 PM

Joanna Buffington seconded the motion

VOTE: Yes 6, No 0

Respectfully submitted,



Laurie Gillespie-Lee